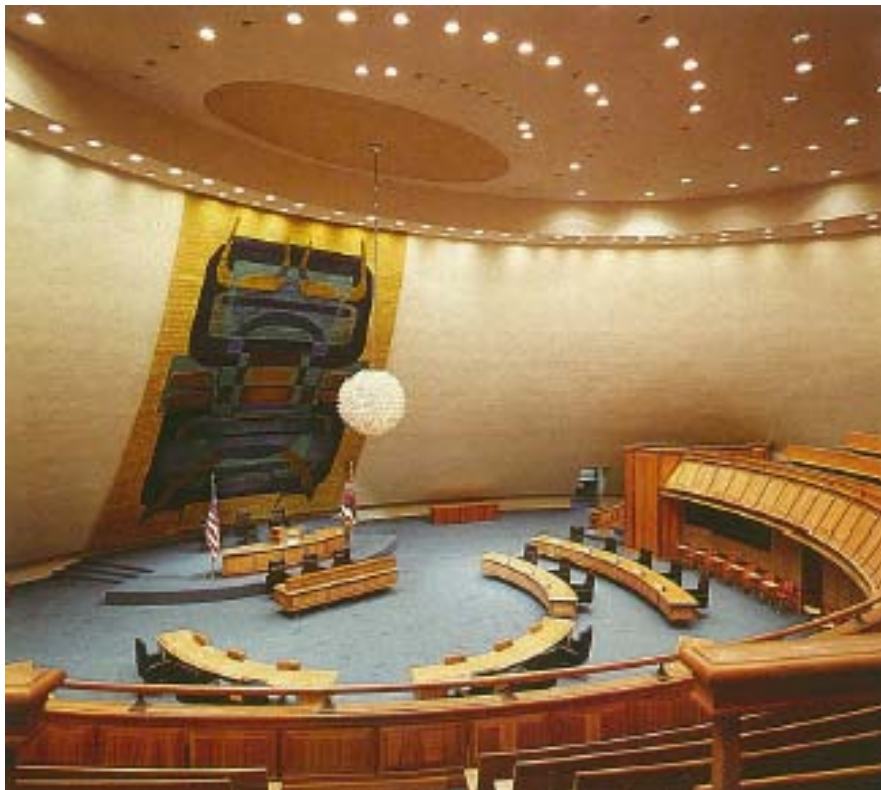




# State of Hawai'i Green Government Challenge

## Hawai'i State Senate

### Green Practices 2008 to Present



## Hawai‘i Senate Green Practices - 2008 to present

**Phase One – Paperless Chamber Sessions** In 2008, the **Hawai‘i Senate's Paperless Initiative** was introduced by Senate Leadership with two goals in mind. First, to enhance public access to the legislative process by making more documents available in electronic media, and second, to reduce paper waste generated in the Senate. Phase One of our initiative was launched in January 2008 with our "paperless" chamber sessions. Our daily chamber session agenda was re-designed to embed website links to all documents on the agenda. By the end of the 60-day session in May 2008, 23 of our 25 Senators were accessing our daily agenda and the attached documents via their Senate-issued tablet laptops. Also during this session, while the official versions of all Senate documents were still filed in hard copy, distribution to members and the public was made via posting on the Hawai‘i Legislature's website and compact discs containing a daily digest of measures. Further, all Senate internal memos and advisories were distributed via e-mail and posting on Senate Portal (intranet). During these five months, the Senate reduced its paper waste by 60 percent from the prior session.

**Phase Two – Paperless Committee Hearings** Phase Two began during the 2008 session, when two committees agreed to pilot "paperless" committee hearings. These pilots served as the testing ground for the transition to paperless committee hearings in the 2009 legislative session. Extensive training for Senators and Senate staff on updated software applications and tablet laptop features supported all fourteen Senate standing committees to conduct daily hearings using electronic documents. The Senate committee hearing notices and agendas were re-designed to embed website links to all documents on the hearing agenda, including public testimony that had not been accessible to the public via electronic media prior to 2009. Additionally, the Senate used e-mail and website enhancements to allow the public to submit testimony in electronic form to the committees, another improvement that had not previously been available to the public. The paperless committees reduced the Senate's paper waste by an additional 20 percent, for a total reduction in paper waste of 80 percent over just two legislative sessions.

**Phase Three – Complementary Senate "Green Office" practices** Concurrent with the adoption of the Senate's Paperless Initiative, Senate leadership and staff agreed that it was important to promote complementary Green Office practices such as recycling and energy conservation within Senate offices. Senate staff formed a Green Office working group (WUG) and consulted with the **Department of Accounting and General Services, and Department of Business, Economic Development and Tourism**, to identify existing energy conservation and recycling programs within the State Capitol building. The Green Office WUG developed educational materials and signage for Senate offices and offered staff training to increase participation in existing conservation programs. Senators and staff were also encouraged to add a "green practices" signature to their e-mail messages, and Senate staff training sessions offered refreshments using recycled compostable paper products and/or personal mugs and plates that were washable. Further, Senate members and their staff were encouraged to support the Aloha ‘Aina community recycling events via district newsletters and announcements. During the 2009 Aloha ‘Aina event held at the State Capitol building, Senate staff collected recyclable materials – magazines to electronic equipment – from Senate offices for recycling.

**Phase Four - Green Government Challenge** Based upon the positive response from Senators, staff, and the public to our Paperless Initiative and our Green Office practices, the Senate chose to participate in the statewide Green Government Challenge being administered by the State Energy Office within the Department of Business, Economic Development and Tourism. Senate Leadership and staff believed that this Challenge would offer positive reinforcement for our efforts and public recognition of the Senate as a state institution that leads by example.

**The Department of Business, Economic Development and Tourism (DBEDT)** and the **Department of Accounting and General Services (DAGS)** and have been important partners in our Green Government Challenge by providing technical assistance and information regarding ongoing energy conservation initiatives within the State Capitol building. The Hawai'i Senate occupies offices in the Chamber level, 2<sup>nd</sup> floor, and two offices on the 4<sup>th</sup> floor (407 and 409), approximately one-third of the building. The Senate leadership has urged individual Senate offices to comply with these initiatives and Hawai'i Senate support staff offices have served as role models of compliance.

The Hawai'i Senate is supporting and participating in the Capitol's conservation initiatives, including:

#### **Energy Conservation**

- Delamping (removal of linear fluorescent lamps) within all Senate offices and common areas where adequate lighting levels can be maintained using natural light or enhanced lighting.
- Replacement of electronic ballasts and fluorescent T-8 lamps with Super T-8 ballasts and Super T-8 lamps.
- Energy-efficient electric hand dryers installed in all restrooms.
- Installation of energy efficient chillers and demand control ventilation to monitor energy usage and stabilize air conditioning within specific areas of the building.
- Lighting controls with occupancy sensors installed in areas of variable occupancy, to turn off lights when these rooms are not in use.
- Implementation of power-savings settings on all personal computers (PCs) to standby mode after one hour.

#### **Recycling**

- Use of recycled (75 to 100% recycled content) paper toilet tissue and hand towels in all restrooms.
- Recycling of paper waste via blue bins posted on each floor of Senate offices. Additionally, newspapers can be bundled and left next to the bins for recycling pick-up.
- Each Senate office is encouraged to participate in their district Aloha 'Aina recycling day events held throughout the year in different locations on O'ahu. Neighbor island members are encouraged to participate in their respective islands recycling events.

#### **Emissions Reduction**

- Senate staff received an informational briefing on pre-tax transportation benefits to encourage commuting alternatives, including using TheBus and Vanpool Hawai'i.
- Bicycle parking stalls are provided for staff and the public.

#### **Water Conservation**

- Water faucet retrofits in bathrooms to reduce water flow from 2.5 gallons per minute to .5 gallons per minute. These faucets are also equipped with infrared motion sensors.
- Low-water urinals in bathrooms to reduce water per flush from 1 gallon to 1 pint.